IOWA UCR PROGRAM UPDATE

Crime Data Submissions

Per program policy, and to comply with Iowa Code § 692.15, agencies must submit monthly crime data. Starting in 2022, data from the previous month should be submitted by the 15th day of the current month (i.e., January 2022 is due on February 15, 2022).

The Iowa UCR program has created submission guidelines, available within the I-CRIME Resources section, to aid agencies. As indicated in the guidelines, agencies that submit via file uploads may make up to two submissions per month: an initial submission and one with corrections. If making a second submission, agencies must follow RMS vendor instructions to ensure the inclusion of all corrected data. Keep in mind that not all RMS vendors allow multiple submissions. If agency software does not allow more than one submission per month, it appends the corrections to the next month's file.

Both the Iowa UCR program and FBI return errors and warnings. The state program returns these immediately after processing - they are emailed to agencies in an Excel document and are also available within the I-CRIME user interface. The FBI returns errors and warnings the same day via XML; agencies may access these through the "View FBI EDS/WDS" in the I-CRIME File imports feature. Agencies must correct errors and review warnings. If the warning messages identify data quality issues, agencies must also correct and resubmit the incidents/arrests.

Police Employee Data

Agencies have until **January 3, 2022**, to submit Police Employee Data. The FBI requests this data annually and, moving forward, will only publish LEOKA data from agencies that provide it. Thank you to all those agencies that have already submitted their data.

I-CRIME Passwords

I-CRIME provides agencies with a secure portal to submit and review crime data. When the Iowa UCR program creates an account, the system sends the user name and an auto-generated temporary password via email. The Iowa UCR program does not have access to passwords but can reset them.

I-CRIME allows users to reset a forgotten password, and the Iowa UCR program encourages all users to take advantage of this feature. To reset a password without contacting the state program, users must first create challenge questions and answers within their user profile. After completing this step, users may reset a forgotten password through the "Forgot your password?" feature on the I-CRIME login page. Users may access the feature as long as they are not locked out of the account - an account locks after three unsuccessful login attempts.

Agency Certification

The Iowa UCR program continues to certify agencies and migrate data to production. Currently, over 120 agencies have achieved certification. Please reach out if you believe your agency has achieved certification but has not yet received a Letter of Certification.

RMS vendor delays have prevented some agencies from achieving certification. Agencies should engage with their vendors, stressing the importance of timely software updates. As a reminder, agencies must certify and submit all twelve months of 2021 data by the **March 15, 2022,** deadline.

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Quality Assurance Review

The FBI is currently conducting a Quality Assurance Review (QAR) of the Iowa UCR program. These occur every three years and allow the state program to maintain its National Incident-Based Reporting System (NIBRS) certification.

The FBI has modified its approach for this cycle and has required more involvement from the Iowa UCR program. It has requested that six agencies complete an Administrative Interview and that 92 agencies provide case documentation. The Iowa UCR program has reached out to all agencies involved in the QAR and shared next steps. Those asked to provide case documentation should do so by **January 14, 2022**. The Iowa UCR program greatly appreciates agency participation in this process.

Cities and Zip Codes

As part of the new Iowa UCR technical specification, all incidents and Group B arrests must contain location information. Agencies have the flexibility to report either latitude and longitude or an address. When submitting an address, the city and zip code values must appear in the cities and zip codes tables. Incidents and arrests submitted with cities and zip codes not included in the tables will reject, contributing to an agency's error rate. Typographical errors or the use of abbreviations will also cause records to reject.

Although the Iowa UCR program has made several updates, the tables may exclude unincorporated cities. The Iowa UCR program will make one final update to the technical specification to ensure the tables are as comprehensive as possible. Agencies should review the tables and provide the Iowa UCR program with any missing cities and zip codes, as recognized by the United States Postal Service (USPS). These must be sent by **January 14, 2022**.

Use-of-Force Data

The National Use-of-Force Data Collection is a recent FBI initiative meant to improve the way the nation collects, analyzes, and uses crime statistics regarding law enforcement's use of force. The collection effort falls under the UCR program umbrella. While it's a voluntary program, all agencies are encouraged to participate. The National Use-of-Force Data Collection does not collect every use of force. Instead, the FBI asks agencies to report data when fatalities occur, when there is serious bodily injury, or, in the absence of either death or serious bodily injury, a firearm is discharged by law enforcement at or in the direction of a person. The data are meant to provide basic information on the circumstances, subjects, and officers involved.

Although the Iowa UCR program cannot currently collect Use-of-Force data through I-CRIME, agencies may still participate in the initiative. To do so, agencies must report directly to the FBI using a Law Enforcement Enterprise Portal (LEEP) account.

As always, please contact me with any questions or concerns. I can be reached at loynacha@dps.state.ia.us or (515) 725-6251.